

#### NATUROPATHIC MEDICINE FOR THE WHOLE FAMILY

Patient Information	Today's Date:
Legal Name:	Nickname:
Parent/Guardian Name(s) (if patient is a minor):	
Date of Birth: Age: Gender:	Female □ Trans □ Intersex SSN:
Relationship Status:  single married/partnered divorced widowed Spou	use's Name:
Address: City	y: State: Zip:
Preferred Phone:(Type: C/H/W) 2 <sup>nd</sup> :	(Type: C/H/W)
May we leave confidential messages at either number? $\Box$ Yes $\Box$ No	If so, please put a star next to the number(s)
Email (only used to contact for official purposes):	
Employer (patient or parent[s]):	Position:
Emergency Contact: Relation:	Phone:
How did you hear about us?	
Billing Information - Patients paying at time of service are not requ	uired to fill out billing section but must sign Authorization
Insurance Company:	Plan Name:
Insurance Address:	Phone:
ID Number:	Group Number:
Whose policy is this?   Self  Spouse  Other Name:	DOB:
Secondary Insurance:	
Is your visit due to a recent accident? $\Box$ Yes $\Box$ No $$ - If yes, please c	consult reception for the correct forms
Authorization and Agreement of Payment I hereby authorize direct insurance payment to my physician for serv for knowing and understanding my insurance policy and Naturopathic pays, co-insurances, deductibles or services not covered by my insu I also authorize release of any medical records that may be necessa	c benefits and that I am responsible for any co- rance.
Patient/Parent/Guardian Signature	Date



# **Tilia Natural Health Policies and Fees**

We plan for your experience at Tilia Natural Health to be an excellent one and wish to fully inform you of our fees and payment policies.

## PAYMENT

- We accept payment by cash, check, or MasterCard / Visa / debit card.
- Checks denied for lack of funds will incur a fee of \$35.00.
- All balances must be paid within 30 days of the invoice date. Balances over 30-days past due will be charged to your card on file. If that charge is denied, you will be invoiced at the end of the month.
- A minimum billing fee of \$10.00 or 2%, whichever is greater, will be added to any unpaid balance that is over 30 days past invoice.
- Payment plans are available upon request, though balances over \$500 will continue to incur interest.

We reserve the right to make changes to our fees and/or policies without advance notice.

### INSURANCE

All charges incurred at our office are your responsibility, regardless of insurance coverage. You are responsible for knowing the terms of your insurance coverage.

- <u>Dr. Eastman's</u> practice requires full payment at time of service. If you have out-of-network insurance coverage for naturopathic care and you wish to submit a bill to request reimbursement for services, please ask for a **superbill** at each visit.
- <u>Dr. Wells</u> is an in-network provider for Regence, Premera, First Choice Network, and FedMed. She is happy to see patients as an out-of-network provider. She provides courtesy billing for patients with out-of-network insurance; payment for the first appointment is taken at the time of service.
- L&I and PIP Accident Claims: In the event that your PIP coverage does not fully cover service received at Tilia Natural Health, you are responsible for payment. PIP coverage generally does not cover medications. These must be paid for at the time of purchase. Tilia Natural Health accepts L&I payments as payment in full for a claim that has been authorized by the Department of Labor and Industries. If payment is denied, you will be responsible for payment of all charges for service received.

# COMMUNICATION

- Off hours An off-hours number is available for contacting each doctor when they are not in-office. If your provider plans to be unavailable, the office voicemail will alert you to who should be contacted instead.
   There is a \$75 fee for this service. Phone calls are not billable to insurance.
- **Texting** Texts are not received or reviewed on the clinic phone. Texts to your provider are never an appropriate form of communication, regarding either your own or another's healthcare.
- EMAIL Email correspondence is not appropriate for urgent medical needs! Short emails regarding follow-up on treatment plans or as requested by your provider are acceptable.

Emails are reviewed and responded to in the order in which they were received. Due to the high volume of emails, it may take *up to 1 week* for your doctor to be able to respond.

Email is not appropriate for new healthcare symptoms or concerns. If you have a medical concern or question, please call to make an appointment.

Email consults, as appropriate, are available for a fee. They are not billable to insurance.

• **Phone Consults** – Phone consults are available for established clients. There is a minimum \$45/15min fee for this service, unless covered by your insurance as an in-network service.

Initials

Initials





## **CLINIC POLICIES**

## CANCELLATION

Tilia Natural Health requires **24 hours notice, received during normal business hours**, for any established patients to cancel or change an appointment. Appointments cancelled with less than 24 hours notice or those missed entirely will be charged the appropriate fee. This applies regardless of whether or when you received an email reminder. **48 hours notice is required for new patient appointment.** 

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#### **Normal Business Hours**

The voicemail message will alert you to any change in our hours and provide you with doctor contact numbers. Urgent messages left during our stated business hours for the day will be responded to within that day. If you need to speak with your doctor outside her regular hours, you may choose to call your doctor.

#### **Purchase & Return of Dispensary Items/ Products**

All pharmacy items must be paid for at the time of purchase. Credit on account will be given for unopened items in perfect condition if returned within 30 days. No credit will be given for items returned after 30 days. *Refunds cannot be made.* 

Medical supplies, products packaged in the clinic, refrigerated products, homeopathic remedies (including UNDA), and birth control devices cannot be returned.

#### Mailing of Dispensary Items

We will mail you items that were out of stock when requested, pre-paid, free of shipping cost. We will mail requested refill items after payment is received, including a minimum handling-fee of \$5.00 plus postage. Unfortunately, we cannot be responsible for your reception of these items. We cannot re-send or refund if the shipment fails to reach you.

I agree to make payment according to the policies of Tilia Natural Health. I understand that payment is due according to the terms of provider's practice and my insurance coverage. By receiving products and services from Tilia Natural Health, I am agreeing to pay for those products and services regardless of insurance coverage.

 Patient Name (Please Print)
 Patient / Representative / Guardian Signature
 Date

#### CREDIT CARD INFORMATION

Cardholder Name:	Date:
Card Number:	Exp: CCV:
Billing Address:	onsibility to this credit or debit card.
Cardholder Signature:	

This information is stored securely on your chart and will only be used in the event of unpaid balances over 30-days past due, per the terms of our payment policy. Patients with no card on file will be billed monthly; over-due balances will incur a late fee.



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Employer (patient or parent[s]):	Position:
Emergency Contact: Relation:	Phone:
How did you hear about us?	
Billing Information - Patients paying at time of service are not requ	uired to fill out billing section but must sign Authorization
Insurance Company:	Plan Name:
Insurance Address:	Phone:
ID Number:	Group Number:
Whose policy is this?   Self  Spouse  Other Name:	DOB:
Secondary Insurance:	
Is your visit due to a recent accident? $\Box$ Yes $\Box$ No $$ - If yes, please c	consult reception for the correct forms
Authorization and Agreement of Payment I hereby authorize direct insurance payment to my physician for serv for knowing and understanding my insurance policy and Naturopathic pays, co-insurances, deductibles or services not covered by my insu I also authorize release of any medical records that may be necessa	c benefits and that I am responsible for any co- rance.
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- <u>Dr. Cole</u> is an in-network provider for Regence, Premera, First Choice Network, LifeWise and FedMed. She is happy to see patients as an out-of-network provider, with payment taken at time of service. She provides courtesy billing for patients with out-of-network insurance.
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NATUROPATHIC MEDICINE FOR THE WHOLE FAMILY

# PEDIATRIC INTAKE (6 - 12 years)

Ν	Α	Μ	:

DOB:

Parent/Caregiver's name:
Parent/Caregiver's name:
The patient lives with:  mother  father  two parents  other:
Siblings (names and ages):
Has any other family member already been a patient at this clinic?

# CONTEXT OF CARE REVIEW

Successful health care and preventive medicine are only possible when the physician has as full an understanding as possible of the patient's physical, mental, and emotional state. Your time, thoughtfulness and honesty in completing this overview will greatly aid me in assisting with your child's health care needs.

Why did you choose to come to this clinic; what do you know about our approach?

What three expectations do you have from this visit to our clinic?

- 1.
- 2.
- ۷.
- 3.

What *long-term* expectations do you have from working with our clinic?

What expectations do you have of me personally as your child's health care provider?

What is your present level of commitment to addressing any underlying issues that relate to your lifestyle choices? Rate from 0 to 10 - 10 being 100% committed

0% 1 2 3 4 5 6 7 8 9 100%

What behaviors or lifestyle habits do you currently engage in regularly that you believe support your child's health?

What behaviors or lifestyle habits do you currently engage in regularly that you believe may be detrimental to your child's health?



What potential obstacles do you foresee in addressing any lifestyle factors undermining your child's health?

Who in your child's life will sincerely and consistently support the beneficial lifestyle changes they will be making?

What kind of support do you expect from me as your child's caregiver?

# **HEALTHCARE STATUS**

Name of hospital/clinic(s) where your child's health records are kept:

Reason for referral or presenting problems:

What your child's most important health problems? List them in order of importance.

Please place a star (\*) by any health issues you prefer I NOT discuss in front of your child. This may require separate

visits - one for evaluation and one to discuss treatment options.

•	
•	
•	
•	
•	
•	
•	

Does your child have any contagious diseases at this time? 

No 
Yes:



NATUROPATHIC MEDICINE FOR THE WHOLE FAMILY

# PRENATAL HISTORY

Previous pregnancies for bio	logical mother?	🗆 No 🗆 Yes: Ho	ow many?	
Misc	carriages?	🗆 No 🗆 Yes: Ho	ow many?	
Com	plications?			
Mother's age at child's birth:				
Mother's health during pregn	ancy (check all that	apply):		
□ Bleeding	□ Naus	sea	□ Illnesses unre	elated to pregnancy
□ Hypertension	🗆 Thyr	oid problems	🗆 Diabetes – ge	estational or preexisting
□ Tabacco, alcohol, or drug	use 🗆 Med	ications unrelated	to pregnancy	
□ Physical or emotional trau	ıma 🛛 Othe	er:		
BIRTH HISTORY The child was born:  Term Complications:  No  Yes				ength of labor:
				Weight:
Did your child experience an	y of the following pr	oblems shortly after	er birth?	
□ Rashes	□ Jaur	ndice	□ Colic	□ Birth Defects
□ Seizures		bral Palsy	□ Fever	□ Birth injuries
Child's sleep patterns 1 <sup>st</sup> yea				
Breast fed: □ No □ Yes - H	low long:	[	Formula: 🗆 No 🗆 Yes	– Туре:
Age started solid foods:				
Age began: Sitti	ng	Crawling	Walking	Talking
HEALTH HISTORY				
Previous Illnesses				
Please mark any diseases yo	ou had as a child:			
□ Rheumatic Fever	Chicken Pox	🗆 Tonsi	litis – Number of times:	
□ German Measles	Measles	🗆 Ear Ir	fections – Number:	
□ Other(s):				



# Hospitalizations, Surgery and Imaging

Has your child had any hospitalizations, surgeries, x-rays, CAT scans, EEG, EKGs or other procedures?

Procedure:	Year:	Procedure:	Year:
Procedure:	Year:	Procedure:	Year:
Procedure:	Year:	Procedure:	Year:

## **Evaluations**

Has your child ever had any of the following tests? If so, list when and where.

Psychological evaluation:	
Hearing tests:	_
Speech / Language tests:	

#### Immunizations - check those that your child has received, in full or in part

Polio	Tetanus	Measles/Mumps/Rubella
Pertussis	Diptheria	□ Influenza
Any adverse reactions?	□ No □ Yes – What	was the reaction and with which immunization did it occur?

# Allergies

Known allergies or sensitivities - please list all known allergens/irritants

Drugs:  No  Yes:
Foods:  No  Yes:
Enviromnentals/chemicals:  No  Yes:

# **Typical Food Intake**

Breakfast:
unch:
Dinner:
Snacks:
To drink:



## **Current Medications**

Please list any other prescription medications, over the counter medications, vitamins or other supplements your child is taking, *including the dosage*:

•	 •	
•	 •	
•	 •	
•	 •	

# FAMILY HISTORY

Do you or anyone in your family have a history of any of the following? (please check and write who)

	Cancer	
_		

- □ Kidney disease
- Tuberculosis
- Asthma
- Eating Disorder
- $\hfill\square$  Learning Disabilities
- □ Parkinson's
- StrokeHay fever
- Genetic Disorder

□ Diabetes

□ Epilepsy

- Osteoporosis
- □ Multiple Sclerosis
- Heart Disease
   Arthritis
- 🗆 Anemia
- □ Hives
- □ Migraines
- Alzheimer's

- □ High Blood Pressure
- Glaucoma
- □ Mental Illness
- □ Depression or Suicide
- □ Alcoholism / Addiction
- □ Obesity
- □ Other: \_\_\_\_\_

Other relevant family history?

What is your family heritage?

# **REVIEW OF SYSTEMS**

## For the following, please circle:

Y - yes/condition you have now N - no/never had P - problem in the past

MENTAL/EMOTIONAL		ENDOCRINE	
Mood Swings	YNP	Heat or cold intolerance?	ΥΝΡ
Irritability	ΥΝΡ	Fatigue?	ΥΝΡ
Hyperactivity	ΥΝΡ	Excessive thirst?	ΥΝΡ
Introvert / Extrovert	YNP	Excessive hunger?	ΥΝΡ
Motion / car sickness	YNP	Low blood sugar?	ΥΝΡ
Anxiety / Nervousness	ΥΝΡ	High blood sugar?	ΥΝΡ
Cries Easily	ΥΝΡ		
Unusual fears	ΥΝΡ	SKIN	
Sleep problems	ΥΝΡ	Rashes?	ΥΝΡ
Nightmares	ΥΝΡ	Eczema or hives?	ΥΝΡ
Have a history of abuse?	ΥΝΡ	Psoriasis?	ΥΝΡ
Experienced a major trauma?	ΥΝΡ	Acne/boils?	ΥΝΡ
- -		Itching?	ΥΝΡ



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HEAD		URINARY	
Headaches?	ΥΝΡ	Increased frequency of urination?	ΥΝΡ
Head injury?	ΥΝΡ	Bedwetting?	ΥΝΡ
Dizzy spells?	YNP	5	
High fevers?	ΥΝΡ	GASTROINTESTINAL	
		Belching or passing gas?	ΥΝΡ
EYES		Stomach aches?	ΥΝΡ
Impaired vision?	YNP	Constipation?	YNP
Tearing or dryness?	YNP	Diarrhea?	YNP
Eye pain or strain?	YNP	Bowel movements: how often?	
EARS			
Ear aches?	ΥΝΡ	MUSCULOSKELETAL	
Impaired hearing?	YNP	Joint pain or stiffness?	YNP
inipali ca ricaring.		Muscle spasms or cramps?	YNP
NOSE AND SINUS		Broken bones?	ΥΝΡ
Frequent colds?	YNP	CARDIOVASCULAR	
Nose bleeds?	YNP	Anemia?	ΥΝΡ
Stuffiness?	YNP	Easy bleeding or bruising?	YNP
Hayfever?	YNP	Heart palpitations?	YNP
Sinus problems?	YNP	Heart paipitations?	
Loss of smell?	YNP	NEUROLOGIC	
		Seizures?	ΥΝΡ
MOUTH AND THROAT			
Frequent sore throat?	YNP		
Canker sores?	YNP	**FEMALE REPRODUCTIVE	
Breath odor?	YNP	Has menstruation begun?	ΥN
Dental cavities?	YNP	Any symptoms?	
RESPIRATORY			
Cough?	YNP	Has breast development begun?	YN
Wheezing?	YNP		
Asthma?	YNP	**MALE REPRODUCTIVE	
Bronchitis?	YNP	Have both testes descended? Y N	
CARDIOVASCULAR			
Heart disease?	ΥΝΡ		
Murmurs?	YNP		

Is there any information about your child's health that you would like to add?